



CONTRACT USER GUIDE



How to Use the ITT57 Statewide Contract: 2-way Radio Equipment and Supplies

Contract #: ITT57 **Contract Duration:** 09/25/2015 to 10/31/2018

MMARS #: ITT57* **Options to renew:** Two 1-year renewals

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This contract contains: Supplier Diversity Office (SDO) Contractors,
Environmentally Preferable Products (EPP)

Last change date: 11/09/2015

Contract Summary

ITT57 offers w-way radio equipment, supplies and services in the following categories:

Category 1: Manufacturer Sales & Service

Category 2: Value Added Reseller (VAR) Sales & Service

Category 3: Catalog Sales

Benefits and Cost Savings

- Buyers have a choice of working directly with the manufacturers or with local authorized resellers.
- Competitive pricing
- Local resellers and service centers, many of which are small businesses, offer competitive pricing and fast response times.

Who Can Use This Contract?

Applicable Procurement Law: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

Eligible Entities:

1. Cities, towns, districts, counties and other political subdivisions;
2. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein;
3. Independent public authorities, commissions and quasi-public agencies;
4. Local public libraries, public school districts and charter schools;
5. Public hospitals owned by the Commonwealth;
6. Public institutions of higher education;
7. Public purchasing cooperatives;
8. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
9. Other states and territories with no prior approval by the State Purchasing Agent;
10. Other entities when designated in writing by the State Purchasing Agent.

Pricing and Purchase Options

Purchase Options: Purchases made through this contract will be direct, outright purchases; fee for service; rental (not to exceed 6 months); and license.

Obtaining Quotes: Commonwealth Agencies are encouraged but not required to obtain quotes from multiple Statewide Contractors prior to issuing a Purchase Order for goods. Purchase orders under this contract will be based on awarded Quotes.

Prevailing Wages: All or part of the services available under this contract may require the payment of prevailing wages. Vendors must provide in the appropriate Cost Table their percentage or dollar mark-up for Prevailing Wage hourly rates. Percentages and dollar mark-ups may be zero, e.g. 0% or \$0. This means that the Purchasing Entity will be invoiced at the Prevailing Wage rate.

Construction: This contract may not be used for projects that include activities defined as construction, maintenance, or repairs, for vertical structures in MGL c. 149 § 44A and valued at \$10,000 or more; nor for projects that include activities defined as construction, maintenance, or repairs to public works in MGL c. 30, 39m and valued at greater than \$10,000.

Additional Information

Technical Support: Contractors shall supply at no charge, limited telephone technical support accessible toll-free, from at least 8 A.M. – 6 P.M., Monday through Friday for three (3) years after purchase. The maximum response time to technical support calls is four (4) hours from initial request to on-scene arrival unless otherwise agreed in writing between the Purchasing Entity and the Contractor. Bidders must include the costs, if any, for technical support calls in the Cost Tables.

Shipping, Delivery and Acceptance: Shipping shall be FOB Destination Freight Prepaid.

Products Excluded

Leasing is not available on this contract. Leases may be procured through ITC49 IT Asset Leasing. TELP-eligible leases may be procured through PRF54. Please see the Contract User Guides for these statewide contracts in order to understand how they may be used with this statewide contract.

Vendor List and Contract Information

For the purposes of this RFR the Commonwealth of Massachusetts has been divided into six (6) regions which include specific counties as indicated on the map and descriptions below:

1. West Region, including Berkshire, Franklin, Hampshire and Hampden Counties;
2. Central Region, including Worcester County;
3. Northeast Region, including Middlesex and Essex Counties;
4. Boston Region, including Suffolk and Norfolk Counties;
5. Southeast Region, including Plymouth, Bristol and Barnstable Counties;
6. Islands Region, including Dukes and Nantucket Counties.



Company Name	Contact	Award	Phone	Email
All-Comm Technologies	Paul Boudreau	Category 2 Regions 3, 4, 5	(781) 289-3000	pboudreau@allcomm1.com
Applied Communications Services	Stefan Georgules	Category 2 Statewide	(508) 393-9312 x21	sgeorgules@appliedcomm.com
Beltronics	Bernie Peabody	Category 2 Regions 1, 2, 3, 5	(800) 323-5876	bernie@beltronics.net

Comtronics	Lynn Chandler	Category 2 Statewide	(617) 770-0212	lchandler@radioshop.com
Connecticut Radio	D.J. Bighinatti	Category 2 Regions 1, 2, 3, 4, 5	(860) 563-4867	dj@connradio.com
Cyber Communications	John Connolly	Category 2 Statewide	(781) 647-1010	jconnolly@cybercomminc.com
D&R Communications	Roger Santerre	Category 2 Regions 2, 3, 4	(508) 943-9595	RBS@drradio.com
Eastern Communications	Gregg Moshensky	Category 2 Statewide	(718) 729-2044	gsm@easterncommunications.com
Green Mountain Communications	Lisa Cohen	Category 2 Statewide	(603) 717-7117	w.solutions@greenmtncomm.com
Icom America	Kristina Pickering	Category 1 Statewide	(425) 450-6092	salescontracts@icomamerica.com
Industrial Communications	Melissa Goodwin	Category 2 Regions 2, 3, 4, 5, 6	(781) 319-1087	melissa.goodwin@induscom.com
Marcus Communications	Michael Bula	Category 2 Statewide	(860) 646-1839	mike@marcusradio.com
Motorola Solutions	Mike Sheridan	Category 1 Statewide	(508) 797-2233	msheridan@motorolasolutions.com
Pittsfield Communication Systems	John Ullrich	Category 2 Region 1	(413) 448-8214	jullrich@bcn.net shannonu@bcn.net
TCS Communications	Todd Williams	Category 2 Statewide	(978) 465-7932	todd.williams@tcscommunications.com

Strategic Sourcing Services Team Members

Name	Department
Anthony P. Delaney	Operational Services Division
Tim Kennedy	Operational Services Division

Where to Find Contract Information on COMMBUYS

To obtain in depth contract information please go to the COMMBUYS website (www.COMMBUYS.com), click on Advanced Search (magnifying glass icon), search for Contracts/Blankets, and type "ITT57" into the Brief Description field. Then click "Find It." In the search results, click on the MBPO to access:

- **Contract User Guide** – the latest version of this document
- **Request for Response (RFR)** – the original bid document containing complete service specifications

Click on an individual vendor's MBPO to access:

- **Vendor Price Sheet** – price sheets list product lines, discounts, services, warranties, and catalog links for product reference.

How to use this contract in COMMBUYS

This contract has been set up in COMMBUYS to give buyers maximum flexibility in how they choose to place their orders. Each vendor has been assigned a unique Master Blanket Purchase Order (MBPO). Vendor product and price discount sheets are located in the attachments tab on each MBPO.

Each vendor has, at minimum, a catalog line for each contract category awarded. These will be zero-dollar line items, for which you must enter the total price, calculated from list pricing minus the discount as stated on the Price Sheet. If using these lines, you must attach a purchase order detailing the items and pricing. In addition, some vendors will have comprehensive line item catalogs (to be added and updated throughout the term of the contract). Those specific product line items will have associated contract pricing, with the discount already built in.

How to place an order: Once a product and price is determined, the ordering process is as follows:

1. Initiate a new requisition
2. Search for an item or item category in the Item Description field in the Advanced Search box on the Items tab. Enter "ITT57" in the Contract Description field
3. Select the vendor you will be placing an order with
4. Select the appropriate catalog line
5. If using a zero-dollar line (such as a general category line), enter the total price with discount factored in (reference Price Sheet on vendor MBPO Attachments tab for discounts). Otherwise you may choose specific product line items with associated contract pricing.
6. Attach the vendor quote and/or a detailed order summary
7. Submit for approval